

STAFF SENATE JULY 25, 2024 MEETING AND TRAINING

Attendance

Susanne Rothery	Patrick Steimer	Caitlin O’Kelley	Trudi Vaughn	Claire Rutte	Hadley Cottingham
Aimee Kane	Shelina Munoz	Donald Spencer	Molly First	Joshua Davis	Sylvia Okonkwo
Lindsey Jefferson	Qing Qing Norris	Lynn Kunkel	Carla Budinsky	Melissa Lappe	Becca Cox

2024-2025 Executive Committee

President: Rob Bridges
President-Elect: James Stinchcomb
Secretary: Jacqueline Winters-Allen
Treasurer: Susanne Rothery
Parliamentarian: Donald Spencer
Past president: Andy McCanless

Training & Information

- Bridges explained Roberts’ Rules, as well as Staff Senate meeting procedures, terms, and mission. (See attached PPT)
- We will further discuss the representation structure in August.
- Bridges reminded the staff that Staff Senate meetings are open meetings, anyone can attend.
- Presidents stay on an additional year following their year-long term to advise the new president, which can extend a Staff Senate term up to four years.
- KSU will host this year’s USG Staff Council Conference (Oct. 16-17).
- This year’s goal is to identify projects we can complete on campus.
 - “Let’s actually make an impact on campus and create a better life for our staff and our students.” – Rob Bridges
- Committees should have monthly meetings/check-ins.

Meeting called to order at 9:35 a.m.

- Discussion and approval of Minutes
- Motion to approve – Susanne Rothery
- Second – Lindsey Jefferson

Old Business

2024-2025 Committees

- Executive Committee
President: Rob Bridges
 - President: Rob Bridges
 - President-Elect: James Stinchcomb
 - Secretary: Jacqueline Winters-Allen
 - Treasurer: Susanne Rothery
 - Parliamentarian: Donald Spencer
 - Past president: Andy McCanless
- House Committee
Chair: Susanne Rothery
 - Molly First
 - Melissa Lappe
 - QingQing Norris
- Staff Engagement and Recognition Committee
Chair: Sylvia Okonkwo
 - Lindsey Jefferson
 - Becca Cox
 - Trudi Vaughan
 - Carla Budisky
 - Amiee Kane
- Communication and Collaboration Committee
Chairs: Hadley Cottingham & Kelley Price
 - Caitlin O’Kelley
 - Lynn Kunkel
 - Josh Davis
- Staff Impact Committee
Chair: Josh Davis
 - Molly First
 - Susanne Rothery
 - Claire Rutte
 - Shelina Munoz
 - Aimee Kane
- Community Impact Committee
Chair: Tabled
 - Donald Spencer
 - Patrick Steimer
- Nominations and Elections Committee
Members will be determined in Spring 2025

New Business

- Discussion on what professional development opportunities Staff Senate could sponsor, like Lunch and Learn and more open discussions between staff and faculty.
- Discussion regarding creating a procedures committee for improving communication between departments, access to programs, etc.
 - Carla talked about submitting UITS project requests for process improvement and System Integrations
 - Have more involvement with end users in program updates
 - “Not an IT problem, it’s a people problem,” – Josh
 - Adding this to the Well-being committee
 - Becca Cox suggested using the Weekly Feed to communicate frustrations and fixes
- Staff Senate is hoping to have a bigger impact on campus
- Discussion to collapse Well-being, Professional Development, and Environmental Service into two Staff Impact (Internal) and Community Impact (External) committees
 - Motion made by Susanne
 - Motion seconded by Molly
 - Motion passes (unanimous)
- Chairs appointed to committees
 - Community Impact chair appointment tabled until August meeting
- Senators signed up for committees
- Discussion of last year’s accomplishments
 - Star Staff improvements
 - Increased scholarship amount
- Committees do not need to take minutes, but do need to have a monthly report to share at Staff Senate meetings.
- Star Staff of the Semester has been selected, committee has an internal meeting to discuss

Open Forum

- Ops is upgrading from AIM to a new work order system, planning for go-live in Fall 2025.
- 255Live upgrades are underway, this project is also planning for Fall 2025 go-live
 - Goal for better interdepartmental communication regarding events on campus

Meeting Adjourned 10:40 a.m.

- Motion to adjourn made by Josh Davis
- Motion seconded Trudi Vaughan